If you are using a printed copy of this procedure, and not the on-screen version, then you MUST make sure the dates at the bottom of the printed copy and the on-screen version match. The on-screen version of the Collider-Accelerator Department Procedure is the Official Version. Hard copies of all signed, official, C-A Operating Procedures are available by contacting the ESSHQ Procedures Coordinator, Bldg. 911A

C-A OPERATIONS PROCEDURES MANUAL

13.21 C-A Procedure for Transport of Biological Materials and Animals at the C-A Complex (C-A-ESSHQ Group Procedure)

Note: This document was formerly a C-A Group Procedure. The content of the group procedure was reviewed by the Technical Supervisor. All approvals and/or issue dates of the original group procedure are maintained for present use.

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P. Cirnigliaro

ESSHQ Group Procedure C-A-ESSHQ-001 Original Issue Date: 02/12/07 Revision 03

1. Purpose

To provide guidance in the transport of biological material and animals to and from the C-A complex to other on-site facilities.

2. Responsibilities

It is the responsibility of any individual User transporting biological materials and animals to and from the C-A complex to be cognizant of the associated hazards of the materials and familiar with the rules and regulations of the C-A complex.

3. Prerequisites

- 3.1 Training shall include at a minimum General Employee Radiation Training.
- 3.2 Training shall include at a minimum Radiobiology Training (or equivalent) for entry into radiological experimental areas.

4. <u>Precautions</u>

All biological materials and animals brought on site by Users shall be under the purview of the Medical Department or Biology Department.

5. <u>Procedures</u>

- 5.1 Procedures for transporting and handling labeled cells between the C-A Department and the Medical Department and /or Biology Department, are incorporated into the Work Plan document, issued by the C-A Work Planners. All requirements of the Work Plan shall be complied with.
- 5.2 Individuals transporting animals to and from the C-A complex from the Laboratory Animal Care Facility shall use Laboratory Animal Care Facility Vehicles or government vehicles.
- 5.3 Non-infectious Biological samples (i.e. animal cells, plant seeds, plant cells and/or human cells that are screened-free of bloodborne pathogens) that are in secondary containment may be transported onsite in government vehicles or private vehicles.
- 5.4 Biological materials, considered potentially infectious materials (i.e. human cells or primary human cells that have not been certified pathogen-free), must be in secondary containment and be transported onsite in government vehicles.
- 5.5 All radioactive materials including cells with radio-tracers, materials which are considered dispersible, or RAM tagged materials must be in secondary containment and transported onsite in government vehicles.
- 5.6 No cryogenic liquids are to be utilized during transport in private vehicles

5.7 Buffers, waste materials, unused materials and supplies, may be transported in private vehicles if the materials are non-hazardous and liquids are in secondary containment.

6. <u>Documentation</u>

None

7. <u>References</u>

None

8. Attachments

None